



***Rapid Access to Technical Information  
Supporting Defense Acquisition***

Acquisition and Life Cycle Management Symposium Acquisition and Life Cycle Management Symposium Acquisition and Life Cycle Management Symposium

# **DoD Scientific & Technical Information Program (STIP)**

## **18 November 2008**

### **Shari Pitts**

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# DoD Scientific and Technical Information Program (STIP)

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**Defense Technical Information Center**



# DoD STIP

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- May 14 1951 Directive of Secretary of Defense George C. Marshall
- Establishes the Armed Services Technical Information Agency (ASTIA)
  - Joint project ... with the responsibility of providing an integrated program of scientific and technical report services for the Department of Defense and its contractors.
  - "The decision to launch this undertaking was based upon recognition of the fact that the end product of all Department of Defense sponsored research and development --i.e., the recorded conclusions-- costing vast sums of money and irreplaceable scientific effort, must be assembled, organized, preserved, and made available for future reference by those concerned with exploring and guarding the scientific frontiers of the Nation."





# DoD STIP Policy

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- Office of the Undersecretary of Defense for Acquisitions, Technology and Logistics (OUSD AT&L)  
Director of Defense Research and Engineering (DDR&E)
  - **DoDD 3200.12**  
DoD Scientific and Technical Information Program (STIP)
  - **DoDI 3200.14**  
Principles and Operational Parameters of the DoD Scientific and Technical Information Program
  - **DoDD 5230.24**  
Distribution Statements on Technical Documents
  - **DoDD 5230.25**  
Withholding of Unclassified Technical Data from Public Disclosure
- *Updates in coordination*



# DFARS Part 235

## R&D Contracting Clauses

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### 235.010 Scientific and technical reports.

(b) For DoD, the Defense Technical Information Center is responsible for collecting all scientific and technical reports. For access to these reports, follow the procedures at PGI 235.010(b).

### PGI 235.010 Scientific and technical reports.

(b) The Defense Technical Information Center (DTIC) is responsible for collecting all scientific or technological observations, findings, recommendations, and results derived from DoD endeavors, including both in-house and contracted efforts.

The DTIC has eligibility and registration requirements for use of its services. Requests for eligibility and registration information should be addressed to DTIC-BC Registration, 8725 John J. Kingman Road, Fort Belvoir, VA 22060-6218, or may be obtained at <http://www.dtic.mil>.



# DFARS Part 235

## R&D Contracting Clauses

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### 235.071 Additional contract clauses.

(d) Use the clause at 252.235-7011, Final Scientific or Technical Report, in solicitations and contracts for research and development.

### 252.235-7011 Final Scientific or Technical Report.

As prescribed in 235.071(d), use the following clause:

FINAL SCIENTIFIC OR TECHNICAL REPORT (NOV 2004)

The Contractor shall—

(a) Submit two copies of the approved scientific or technical report delivered under this contract to the Defense Technical Information Center, Attn: DTIC-O, 8725 John J. Kingman Road, Fort Belvoir, VA 22060-6218;

(b) Include a completed Standard Form 298, Report Documentation Page, with each copy of the report; and

(c) For submission of reports in other than paper copy, contact the Defense Technical Information Center or follow the instructions at <http://www.dtic.mil>.

(Revised August 17, 2000)





# STIP Benefits for DoD

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- Leverages results to maximize large investment in DoD research & engineering
- Prevents unnecessary or redundant research
- Ensures S&T information is only accessible to those who should have it
- Enables the conversion of completed research into the production of mature technology

*Real advantages...not just regulations*





# STIP Benefits for the R&D Community

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- Facilitate technology transfer and technology transition
- Reduce duplication of effort to maximize resources
- Identify potential sources of funding support
- Locate collaborators, technical support and expertise

*Real advantages...not just regulations*



# Benefits for R&D Sponsors

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## Track and link related work

- “Paperless” archive
  - Digitization
  - Online full-text 24/7 access
- Administrative & document management cost savings
  - catalogs and indexes
  - handles secondary dissemination and authorizes dissemination of restricted documents
  - ensures secure, long-term storage and preservation
- Announces capabilities and technologies known to appropriate, authorized audiences



# Ensuring Preservation

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- New input converted to full-text electronic documents
- Archival collection digitized
- Handles assigned for persistent identification
  - Presently only for public release reports
- Digital copy stored off-site



# Public Release Outlets

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- **Wide distribution of public release**

- National Technical Information Service (NTIS) [www.ntis.gov](http://www.ntis.gov)
- Online Computer Library Center (OCLC) [www.oclc.org](http://www.oclc.org)  
Combined catalog of 1 billion unique titles held by 53,548 libraries in 96 countries
- Open Archives Initiative (OAI)  
<http://www.dtic.mil/dtic/aboutus/current/openarchive.html>  
Discoverable by WWW search engines – Google, Monster, Yahoo, etc.

- **Preservation and public access**

- Library of Congress <http://www.loc.gov/rr/scitech/trs/trscollections.html>
- British Library  
<http://www.bl.uk/services/document/reportsus.html>
- Canada Institute for Science & Technology  
[http://cisti-icist.nrc-cnrc.gc.ca/about/collablist\\_e.html#docdel](http://cisti-icist.nrc-cnrc.gc.ca/about/collablist_e.html#docdel)





# Controlled Secondary Distribution

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- DTIC matches:
  - User Registration Authorization
  - Classification and distribution statement markings
- Therefore, all documents and research summaries submitted to DTIC *must have a distribution statement.*



# Controlled Secondary Distribution

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- DoDD 5230.24 Distribution Statements on Technical Documents
  - Release of technical documents provided after primary distribution by other than the originator or controlling office.
  - Includes loaning, allowing the reading of, or releasing a document outright, in whole or in part.
- DoD standard & uniform management approach
  - Common frame of reference and vocabulary
    - For controlling offices that must assign distribution statements and review other requests for release
    - For recipients who need to understand their OPSEC/INFOSEC responsibilities in handling the data
  - Fosters sharing and safeguarding information



# Distribution Statements

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Allow us to tell **someone else** what they can do with **your** document **without asking** you.

Include--

- Intended Audience
- Reason for Restriction
- Controlling DoD Office
- Date of Determination

Remember:  
Distribution  
Statements only  
control secondary  
distribution



# Distribution Statements

## *Authorized Audience*

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## Seven (7) categories

- Distribution A: Public Release
- Distribution B: US Government Only
- Distribution C: US Government & Contractors
- Distribution D: DoD & Contractors
- Distribution E: DoD only
- Distribution F: Further dissemination as directed
- Distribution X: Export Control





# Distribution Statements

## *Reasons for Limitation*

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## Determine Audience Choice

More than one may apply:

- 1) Administrative/Operational Use
- 2) Contractor Performance Evaluation
- 3) Critical Technology \*\*
- 4) Direct Military Support \*\*
- 5) Foreign Government Information
- 6) Proprietary Information
- 7) Test and Evaluation
- 8) Premature Dissemination
- 9) Software Documentation
- 10) Specific Authority

**\*\* Also subject to Export-Control**

DODD 5230.25 Withholding of Unclassified Technical Data From Public Disclosure

<http://www.dtic.mil/whs/directives/corres/html2/d523025x.htm>



# Where to Submit Documents

Acquisition and Life Cycle Management Symposium Acquisition and Life Cycle Management Symposium Acquisition and Life Cycle Management Symposium

## **Hard Copy / CD (SF-298) & Non-Print (DTIC Form 530):**

Defense Technical Information Center (DTIC)  
8725 John J. Kingman Dr., Suite 0944  
Fort Belvoir, VA 22060  
Attn: DTIC-OA

## **Electronic Documents (SF-298):**

Email: [TR@dtic.mil](mailto:TR@dtic.mil)  
(*unclassified-unlimited documents*)

STINT-TR/EDOC  
(*unclassified-unlimited & unclassified-limited documents*)



# Additional Information

Acquisition and Life Cycle Management Symposium Acquisition and Life Cycle Management Symposium Acquisition and Life Cycle Management Symposium

- Submitting Items to DTIC's Technical Reports Database  
<http://www.dtic.mil/dtic/submit>
- A Reference Guide for Marking DoD Documents - ADA423966  
<http://handle.dtic.mil/100.2/ADA423966>
- DTIC Information Collection Division  
TR Integration Team
  - (703) 767-8040
  - DSN: 427-8040
  - 1-800-CAL-DTIC menu option 4, 1
  - [AQ@dtic.mil](mailto:AQ@dtic.mil)





# Online Resources

Acquisition and Life Cycle Management Symposium Acquisition and Life Cycle Management Symposium Acquisition and Life Cycle Management Symposium

- **DoD Instruction 3200.14**, *Principles & Operational Parameters of the STIP*  
- <http://www.dtic.mil/whs/directives/corres/pdf/320014p.pdf>
- **DoD Directive 5230.24**, *Distribution Statements*  
- <http://www.dtic.mil/dtic/pdf/submit/523024p.pdf>
- **DoDD 5230.25**, *Export Control*  
- [http://jitic.fhu.disa.mil/jitic\\_dri/pdfs/d523025p.pdf](http://jitic.fhu.disa.mil/jitic_dri/pdfs/d523025p.pdf)
- **Selection Criteria**  
- <http://www.dtic.mil/dtic/submit/guidance/criteria/index.html>
- **Electronic Submission**  
- <http://www.dtic.mil/dtic/submit/electronic/index.html>
- **Form 298 & 530 / Private STINET's Scheduled Search Service**  
- <http://www.dtic.mil/dtic/submit/howtosubmit/howtosubmit.html>
- **Tutorials and Other Guidance for Submitting Documents to DTIC**  
- <http://www.dtic.mil/dtic/submit/guidance/tutorialsandotherguidance.html>





# Point of Contact

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